



## **Perry CSD Teacher Quality Committee Meeting Minutes**

October 12, 2023

Time: 4:00 p.m. to 4:30 p.m.

Location: Perry Elementary Library

### **Attendees**

- Elementary: Katie Hermann, Shaylena Bell, Ryan Marzen (Principal)
- Middle School: Amanda McDivitt, Ned Menke (Principal)
- High School: Tami Valline
- District: Kevin Vidergar, Clark Wicks
- Union Representative: Mari Butler

1. Call the Teacher Quality Committee meeting to order and take attendance.  
The meeting was called to order at 4:02 p.m.
2. Approval of the agenda.  
The committee approved the agenda as presented.
3. Review and discuss the purpose of this committee and history of TQ funds.  
The committee reviewed the purpose of this committee and guidance from the Iowa DE (February 2019) for this committee. Ned made a motion and Ryan seconded that members of this committee who are teachers should be paid \$30.00 for the hour that the committee met. The motion was approved. This motion came from one of the responsibilities of this committee, which is to “determine the compensation for teachers on the committee for work responsibilities required beyond the normal workday.”  
  
The committee also determined that the elementary should add one additional teacher and the high school should add one additional teacher for future meetings.
4. Review and approve the end-of-year TQ budget for 2022-23.  
After the committee reviewed and discussed the end-of-year budget for 2022-23, Amanda made a motion and Tami seconded to approve the end-of-year TQ budget for 2022-23 as presented. The motion passed.
5. Discuss and approve TQ budget for 2023-24. Note: all figures are current as of October 28, 2023.  
The committee discussed the TQ budget for 2023-24. After the discussion, Amanda made a motion and Mari seconded that the TQ budget for 2023-24 be accepted as presented, with the addition that it will be noted in the budget if a conference or workshop registration is paid for and then the teacher cannot attend that conference or workshop due to a lack of substitute teachers.
6. Adjournment.  
Mari made a motion and Ryan seconded to adjourn the meeting at 4:57 p.m.

**The Teacher Quality Committee responsibilities are as follows:**

1. Monitor the local implementation of the Student Achievement and Teacher Quality program.
2. Determine the use and distribution of the professional learning funds based on the school district/agency, attendance center, and individual teacher professional learning plans (ITPDP).

All professional learning plans, including district, building, and individual plans, must be aligned with the Iowa Professional Development Model as outlined in Iowa Code Chapter 284.6. Per Iowa Code, professional learning plans must contain the following:

- Support that meets the career development of individual teachers and is aligned with the Iowa Teaching Standards.
- Research-based instructional strategies aligned with the school district's student achievement needs and the long-range improvement goals established by the district.
- Instructional improvement components including student achievement data, analysis, theory, classroom demonstration and practice, technology integration, observations, reflection, and peer coaching.
- **New:** legislators expanded use of Teacher Quality funds during the 2017 session to include purchasing curriculum and tests as long as there is a professional learning component as part of these purchases.

Allowable expenditures of SF 277 professional development funds do NOT include items such as mandatory trainings (e.g., blood-borne pathogens, mandatory reporter training, etc.), parent/teacher conference days, teachers preparing in their classrooms (workdays), staff orientations, or time spent preparing grades/report cards/lesson plans.

3. Monitor the professional development in each attendance center to ensure that the professional development meets the district/agency, attendance center and individual professional development plans.